



OPEN EXAMINATION  
**PUBLIC HEALTH NURSE III**  
CONTINUOUS TESTING

This bulletin replaces and supercedes the bulletin released November 4, 2004  
TJ90 / 8209 8H1AP



California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

**WHO SHOULD APPLY:** Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may take this examination, which is competitive.

**HOW TO APPLY:** To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available through the <http://www.spb.ca.gov/jobs/stateapp.htm> and at the department noted on this announcement. Applications may be filed in person or by mail with:

**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH** (916) 445-0983  
**SELECTION UNIT**  
In Person: 1501 Capitol Avenue, Suite 1501  
By Mail: MS 1701  
P.O. BOX 997378  
Sacramento, CA 95899-7378

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD**

**CROSS-FILING INFORMATION:** If you meet the entrance requirements for this class and/or for Public Health Nurse I and/or Public Health Nurse II, you may file for multiple examinations on a single application. Indicate the class title(s) for which you are applying on the application Form STD. 678.

**SPECIAL TESTING INFORMATION:** If you have a disability that requires accommodation, mark the appropriate box on the application Form STD. 678. You will be contacted to make specific arrangements.

**FINAL FILING DATE:** There is no final filing date. Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

**TESTING INFORMATION:** A candidate may be tested only once during the testing period. The testing period for this classification is January 1 through December 31.

**SALARY RANGES:** \$5538 - \$7179 per month. In addition, receives a monthly differential of \$100.

**IDENTIFICATION REQUIREMENT:** Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

**POSITION DESCRIPTION:** Under general direction, the Public Health Nurse III plans, develops, conducts, coordinates, and supervises community public health nursing services to several local public health agencies contracting with the State Department of Public Health; supervises a public health nursing staff or provides equivalent service to a state agency and does other work as required.

Positions exist with the Department of Public Health in Lassen County.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:** It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree (if applicable).  
**Applications/resumes received without this information will be rejected.**

NOTE: Applicants must show their license/certificate number, title, and expiration date on the application.

**MINIMUM QUALIFICATIONS:** Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as Either I, or II, or III, etc.

Possession of a valid license as a registered nurse and a certificate as a public health nurse in the State of California. (Applicants who do not meet these requirements will be admitted to the examination, but they must secure the required license and certificate before they will be considered eligible for appointment.) **And**

**Either I**

One year of experience performing the duties of a Public Health Nurse II in the California state service.

**OR II**

Experience: Three years of experience as a public health nurse in a generalized program, at least one year of which must have been in a supervisory capacity or two years of which must have included responsibility for exercising independent judgment within a framework of general policies; **And**

Education: Completion of a university or collegiate program of study approved for public health nursing.

**SPECIAL PERSONAL CHARACTERISTICS:** Tact, discretion, willingness to live and work in a rural area, and willingness to travel.

**GENERAL QUALIFICATIONS:** In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

**EXAMINATION INFORMATION:** The examination will consist of a qualification appraisal interview that is weighted 100%. The interview will include a number of predetermined job-related questions. Competitors who do not appear for the interview will be disqualified and eliminated from the examination process. If a candidate's notice of interview fails to reach him/her before the scheduled interview date due to a verified postal error, he/she will be rescheduled upon written request.

The Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**INTERVIEW SCOPE:** In addition to evaluating the candidate's relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring, relative to job demands, each competitor's:

**Knowledge of:**

1. Principles and practices of nursing as applied to public health and preventive medicine and sanitation.
2. Community aspects of nursing programs including: provisions for continuity of patient care, nursing services in school health programs, and nursing care in the home including teaching the preventive aspects.
3. Causes and means of transmission and the methods of control of communicable diseases, including tuberculosis and sexually transmitted diseases.
4. Child growth and development and procedures involved in promotion of maternal and child health.
5. Environmental, sociological, and psychological problems encountered in carrying on a rural public health program.
6. Current literature and trends in community public health nursing.
7. Work of other social and health agencies and functions of other professions as related to public health nursing.
8. Principles of mental health.
9. Principles of effective supervision.
10. Nursing responsibility with respect to confidentiality and consent laws.
11. Nursing responsibility with respect to reporting incidents of child abuse and other domestic violence.
12. A manager's role in the Equal Employment Opportunity Program and the processes available to meet equal employment opportunity objectives.

**Ability to:**

1. Exercise independent judgment and plan, develop, conduct, and supervise public health nursing activities in a local area or in a state agency.
2. Work effectively with individuals, families, and communities to assist them in satisfactory solution of health problems.
3. Secure the cooperation of and work effectively with individuals and agencies.
4. Provide leadership in community health programs.
5. Plan and supervise the work of others.
6. Analyze situation accurately and take effective action.
7. Communicate effectively.
8. Effectively contribute to the Department's Equal Employment Opportunity objectives.

**ELIGIBLE LIST INFORMATION:** Possession of the entrance requirement does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. Names of successful competitors are merged into the open list established for use by the Department of Public Health in order of final scores regardless of testing date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

Eligible Lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first.

**VETERANS PREFERENCE:** Veterans preference credits will not be granted in this examination since it does not qualify as an entrance examination.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929      MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378      Sprint from voice telephone: 1-888-877-5379